

President & Chief Executive Officer Expense Reporting Template

Quarter: 3 YTD (Fiscal 25/26) Apr 1, 2025 - Nov 6, 2025 CEO Name: Susan Brown Health Authority: Interfor Health Authority				
Category (all conference related costs identified in separate category below):	Amount Reimbursed: (Rounded to Nearest \$)	Date:	Purpose:	Origin/Destination/Location:
Accommodation (list separately, insert lines as needed) <sup>4</sup>	466 407 344 356	May 8 - 9, 2025 June 3, 2025 June 13, 2025 June 26, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Medical Staff Planning Workshop for all Health Authorities organized by MoH RIH Ronald McDonald Family Room event Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs	Vancouver Vancouver Kamloops Vancouver
Air, Ferry, Other Travel (list separately, insert lines as needed) <sup>5A</sup>	449 743	May 8 - 9, 2025 June 3, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Medical Staff Planning Workshop for all Health Authorities organized by MoH	Vancouver Vancouver
Conferences (list separately and list all expenses if applicable, insert lines as needed) <sup>5</sup>				
Conference A: Union of British Columbia Municipalities Air Fare Accommodation Meals Parking Taxi Other expenses Registration fee Amount recovered for Conference A (if applicable) Sub-total Conference A	775        775	September 21 - 26, 2025	Union of British Columbia Municipalities - Attendance Required as per MoH	Victoria
Other Expenses (list separately, insert lines as needed) <sup>5</sup> Meeting Expenses Consulting fees Membership fees Registration fee Academic Course Fees Registration fee Subtotal Other expenses	      -			
Other Amounts Recovered (list separately, insert lines as needed) <sup>5</sup> Air Fare Registration fee	(471) (775) (1,412)	June 2 - 5, 2025 September 21 - 26, 2025 June 2 - 5, 2025	Reimbursement of Institute of Corporate Directors Conference Reimbursement of Union of British Columbia Municipalities Reimbursement of Institute of Corporate Directors Conference	Edmonton Victoria Edmonton
Mileage, Parking, and Tolls (YTD) Fuel Mileage Parking Public Transit Tolls Taxis Subtotal Mileage, Parking, and Tolls (YTD)	  99   128 227			
Meals (YTD)	-			
Total	1,409			

Quarter: 3 YTD (Fiscal 25/26) Jun 27, 2025 - Nov 6, 2025 Interfor CEO Name: Sylvie Weir Health Authority: Interfor Health Authority				
Category (all conference related costs identified in separate category below):	Amount Reimbursed: (Rounded to Nearest \$)	Date:	Purpose:	Origin/Destination/Location:
Accommodation (list separately, insert lines as needed) <sup>4</sup>	494 397 207  285 580 278 345 388	July 9 - 10, 2025 July 24, 2025 September 9, 2025  September 10, 2025 September 12, 2025 September 13, 2025 September 18, 2025 November 4-6, 2025	Community engagement visits to Kamloops & Merritt Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Community Engagement Visit to KBI/EX Region Nakusp Arrow Lakes Hospital Community Engagement Visit to KBI/EX Region Nelson Kootenay Lake Hospital; Trail Kootenay Boundary Regional Hospital; Creston Valley Hospital Community Engagement Visit to KBI/EX Region Cranbrook East Kootenay Hospital Community Engagement Visit to KBI/EX Region Tsilhqot'in National Government Chiefs Meeting in Williams Lake CEO Engagement Visit Nov. 4-6 to Kamloops	Kamloops Vancouver Nakusp Nelson  Cranbrook Revelstoke Kamloops Kamloops
Air, Ferry, Other Travel (list separately, insert lines as needed) <sup>5A</sup>	675 329 365	July 24, 2025 September 15, 2025 September 17, 2025	Leadership Council Meeting with DM Cynthia Johansen and Health Authority CEOs Violence Prevention Summit Partnership Accord Leadership Table meeting	Vancouver Vancouver Williams Lake
Conferences (list separately and list all expenses if applicable, insert lines as needed) <sup>5</sup>				
Conference A: Union of British Columbia Municipalities Air Fare Accommodation Meals Parking Taxi Other expenses Registration fee Amount recovered for Conference A (if applicable) Sub-total Conference A	422     378 800	September 23 - 26, 2025  September 23 - 26, 2025	The Union of BC Municipalities conference  The Union of BC Municipalities conference	Victoria
Other Expenses (list separately, insert lines as needed) <sup>5</sup> Meeting Expenses  Consulting fees Membership fees Registration fee Academic Course Fees Registration fee Subtotal Other expenses	639 96 209    945	August 18-19, 2025 August 19, 2025 October 6, 2025	Q2 IH Set Quarterly Strategic Alignment meeting Meeting with DM Cynthia Johansen & KGH Foundation CEO Allison Young IHA Board meeting	Kelowna Kelowna Penticton
Other Amounts Recovered (list separately, insert lines as needed) <sup>5</sup> Air Fare Registration fee	(329) (365)	September 15, 2025 September 17, 2025	Travel canceled as CEO not required to attend Violence Prevention Summit Travel not required as Partnership Accord Leadership Table meeting moved to virtual	Vancouver Williams Lake
Mileage, Parking, and Tolls (YTD) Fuel Mileage Parking Public Transit Tolls Taxis Subtotal Mileage, Parking, and Tolls (YTD)	  3 16  56 76			
Meals (YTD)	833			
Total	6,303			

Notes:  
1 - Identify date and duration of stay, purpose, city and gross cost and/or amount reimbursed, as appropriate.  
2 - Identify any expense items reimbursed by any organization external to the reporting health authority, identify date, duration of stay, purpose, etc. for each reimbursement.  
3 - Includes car rentals, taxis, public transport.  
4 - Quarterly reporting end dates for fiscal 2025/26 are: Q1, May 22, 2025; Q2, Aug 14, 2025; Q3, Nov 6, 2025; and Q4, Mar 31, 2026 (Post Audit). (We to post reports by 4 weeks of the quarter ends)  
5 - Vehicle/transportation allowances excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.  
6 - The CEO Expense Report is prepared on a cash basis (GST rebata is included in the expenses reported) to ensure reports consistency.